

EXAM
Form 70
1944



ONTARIO

DEPARTMENT OF EDUCATION

ANNUAL DEPARTMENTAL EXAMINATIONS - 1944

TIME-TABLE

Ministry of Education, Ontario

Historical Collection

Date	Hour of Examination	HIGH SCHOOL ENTRANCE	UPPER SCHOOL	SPECIAL PROVISIONS, MIDDLE AND UPPER SCHOOL EXAMINATIONS
Thursday 15th June	a.m. 9.00-11.30 p.m. 1.30- 4.00	Greek Authors..... Greek Composition..	<p>MIDDLE SCHOOL</p> <p>10. (1) Middle School (Grades XI and XII) standing in one or more papers will be granted to pupils in attendance at the day or the night classes of any Collegiate Institute, High, Continuation or Vocational School under the following conditions:</p> <p>(a) the qualifications of the teachers concerned and the provisions made for teaching the Middle School (Grades XI and XII) courses shall be satisfactory to the Minister of Education;</p> <p>(b) the pupil shall have completed the prescribed courses therefor and in the judgment of the Principal and the teacher shall have obtained a standing on his year's work of at least 50 per cent;</p> <p>(c) the Principal of the school and the teachers of the subjects concerned shall certify that the foregoing conditions have been fulfilled.</p> <p>(2) Middle School (Grades XI and XII) standing may also be granted to a pupil who, for reasons satisfactory to the Principal of a Collegiate Institute, High, Continuation or Vocational School, did not attend school for all or part of the school year, and has prepared himself by private study, and has taken such tests as the Principal has prescribed, and is recommended by the Principal at not less than 50 per cent. Such pupil shall communicate with the Principal not later than the first day of March in order that the Principal may arrange for the tests mentioned above and shall undertake to pay to the Principal the fee required for such tests. If a fee is imposed it shall not exceed \$2.00 a paper.</p> <p>GENERAL PROVISIONS AND DIRECTIONS</p> <p>(3) In conformity with the above special provisions, Principals and teachers, as well as candidates, will take note of the following general provisions and directions:</p> <p>(a) At the end of April each candidate for Middle or Upper School standing shall fill out and submit his application as heretofore. If a candidate fails to make application before the first day of May he shall pay a late fee of \$1.00. A Middle School candidate shall pay this late fee to the Department of Education through the Principal of the school he has attended before a certificate can be issued. An Upper School candidate shall pay this late fee to the Presiding Officer.</p> <p>(b) The methods of procedure in determining the standing of Middle School (Grades XI and XII) candidates are left to the discretion of the Principal and staff of each school.</p> <p>(c) The Principal and staff of each school, on the Friday preceding the Upper School Departmental examinations, shall submit on a form to be supplied by the Department a report for the year on all pupils who are candidates for the Upper School examination, and at the end of the school year a report for the year on all pupils who are candidates for Middle School standing. In schools where there are two or more forms or classes or groups doing Middle School or Upper School work in a subject, each form or class or group shall be reported separately.</p> <p>(d) There shall be no appeal to the Minister from the decision of the Principal and staff in the case of any candidate who has not been given at least 50 per cent on a Middle School paper, but the Special Revising Board will give consideration to cases in which by reason of illness or other special circumstances such consideration is warranted.</p> <p>(e) There will be no Middle School Departmental examinations, but Upper School examinations will be conducted as heretofore.</p> <p>(f) In 1944 all candidates for Upper School certificates will be required to write the Departmental examinations, except those who may be exempted under Section (4).</p> <p>(g) All Middle and Upper School certificates will indicate Credit and Proficiency standing as heretofore.</p> <p>(h) (i) In schools in which there are prizes for Middle or Upper School candidates, the awards may be made by the Principals and their staffs.</p> <p>(ii) Where scholarships or prizes are offered for competition among two or more schools the competitors shall take the Upper School examinations. The Universities and other bodies under which such scholarships and prizes are awarded shall submit the names of the candidates with other necessary information to the Department of Education.</p> <p>(4) A candidate who is preparing for a Departmental Middle or Upper School certificate, an Intermediate certificate, a Secondary School Graduation diploma or a Secondary School Honour Graduation diploma in a High, Continuation or Vocational School or a Collegiate Institute, or a Public or a Separate School, and who enlists for service in the present war, or who leaves school for employment on a farm as hereinafter defined or in a cheese factory where Cheddar cheese is manufactured from milk delivered directly from farms for a period of not less than thirteen weeks will be granted a certificate or diploma under the following conditions:</p> <p>(a) he shall have been in regular attendance at school until he enlists for active service or until he enters upon employment as stated above, but not earlier than April 29th, 1944, except that a pupil whose services are urgently needed in the armed forces or on a farm may be released at the discretion of his principal at a date not earlier than April 7th, 1944;</p> <p>(b) he shall have completed to the satisfaction of the principal the course of study in each subject for which he requires standing and shall have obtained a mark of not less than 50 per cent in each paper, and such mark will be assigned by the principal and teachers on his year's work as shown not only by the results of formal school tests but also by his day by day class reports;</p> <p>(c) he shall have furnished the principal with satisfactory evidence that he enlisted for service in the present war or that he was regularly employed in farm work or in a cheese factory as stated above for a period of not less than thirteen weeks after April 28th, 1944.</p> <p>A farm for the purposes of these regulations shall mean land on which are grown for commercial purposes ordinary field, orchard or garden crops, or on which livestock and poultry are raised for the production of food, and, except in the case of a candidate working on the farm of his parent or guardian, shall not include land used exclusively for the production of such crops as tobacco, mushrooms or other products regarded as luxuries.</p> <p>A candidate for a Departmental certificate or diploma under the provisions of these regulations shall remain in school until he actually leaves for enlistment or for work on a farm or in a cheese factory and shall take examination tests or Departmental examinations if he has not left before the dates of these examinations.</p> <p>The Principal shall forward to the Department of Education, on a special form to be provided, the names of candidates who are applying for standing under these regulations, and shall also report their standing on the regular Teachers' Report forms, and when assured that the conditions of enlistment or employment have been fulfilled shall so certify to the Department on a form to be supplied by the Department.</p> <p>NOTE (1).—The provisions of Section (4) may be applied to pupils of private schools whose classes have been inspected and approved by the Minister of Education.</p> <p>NOTE (2).—These regulations wherein they refer to Middle School (Grades XI and XII) standing shall not apply to standing obtained prior to the school year 1939-40.</p>
Friday 16th June	a.m. 9.00-11.30 p.m. 1.30- 4.00	Spanish Authors..... Spanish Composition	
Monday 19th June	a.m. 9.00-11.30 p.m. 1.30- 4.00	German Authors..... German Composition	
Tuesday 20th June	a.m. 9.00-11.30 p.m. 1.30- 4.00	English Composition Algebra.....	
Wednesday 21st June	a.m. 9.00-11.30 p.m. 1.30- 4.00	English Literature.... Geometry.....	
Thursday 22nd June	a.m. 9.00-11.30 p.m. 1.30- 4.00	History..... Physics.....	
Friday 23rd June	a.m. 9.00-11.30 a.m. 9.00-11.30 p.m. 1.30- 4.00 p.m. 1.30- 4.00	French Authors..... French Literature.... French Composition French Composition (See Note 3)	
Monday 26th June	a.m. 9.00-11.30 p.m. 1.30- 3.30 p.m. 1.30- 4.00	French Literature.... French Grammar..... (See Note 4)	Botany..... Trigonometry.....	
Tuesday 27th June	a.m. 9.00-11.30 a.m. 9.00-11.00 a.m. 11.10-12.00 p.m. 1.30- 4.00 French Composition French Spelling..... (See Note 4)	Latin Authors..... Latin Composition...	
Wednesday 28th June	a.m. 9.00-11.30 p.m. 1.30- 4.00	English Literature.... Mathematics.....	Zoology..... Chemistry.....	
Thursday 29th June	a.m. 9.00-11.30 p.m. 1.30- 2.20	English Composition and Grammar..... English Spelling.....	Problems.....	

NOTES.—(1) Italian and Music do not appear in the time-table. The dates for these subjects will be arranged after the applications are received, and the Principals and candidates concerned will be duly notified.

(2) At all examinations in Mathematics and in Physics, candidates should come supplied with rulers (showing millimetres and sixteenths of an inch), compasses and protractors.

At the High School Entrance examination in Mathematics, candidates should come supplied with rulers, protractors, set squares and compasses.

(3) French Literature and French Composition (June 23rd), of the Upper School examinations, are provided for French-speaking students who, for admission to the University of Ottawa Normal School, are required to take these subjects. (Circular 46.)

(4) The French subjects of the High School Entrance examination (June 26th and 27th) are provided only for French-speaking students. (See Circular 46.)

(Over)

1944

REGULATIONS TO BE RETAINED AND READ CAREFULLY BY THE CANDIDATE

INSTRUCTIONS TO MIDDLE AND UPPER SCHOOL CANDIDATES

1. (1) The form of application for the Middle and Upper School examinations may be obtained (a) from the Principal of a High, Vocational, or Continuation School, (b) from the Principal of a Private School or College, (c) from the Public School Inspector or Superintendent of Schools, (d) from the Registrars of the five Universities of Ontario.
- (2) All applications properly filled out shall be filed not later than May 1st with the Principal of the school at which the candidate proposes to write the examination or in the case of the University of Toronto centre with the Registrar of that institution.

2. Each candidate shall satisfy the Presiding Officer as to his personal identity, and any person detected in attempting to personate a candidate shall be reported to the Department. The Presiding Officer is authorized to refuse the application of any candidate who presents himself at any centre other than that nearest his usual place of residence, unless the candidate's explanation of his course in so presenting himself is in every way satisfactory to the Presiding Officer.

3. Candidates shall be in their allotted places before the hour appointed for the commencement of each examination. If a candidate be not present till after the appointed time, he shall not be allowed any additional time. No candidate shall be permitted, on any pretence whatever, to enter the room after the expiration of *an hour* from the commencement of the examination. The Presiding Officer is authorized to refuse admission even within the hour, if the candidate's explanation is in any sense unsatisfactory, or if he has reason to suspect collusion between the newly admitted candidate and other candidates.

4. A charge of One Dollar shall be collected by the Presiding Officer from a candidate who fails to make application by the prescribed date. The Presiding Officer shall see that the application of such candidate meets the requirements of the Regulations before admitting him to the examination.

5. A candidate shall not leave the room within *one hour* after the distribution of the question papers in any subject; and, if he leave after that period, he shall not be permitted to return during the examination in such subject.

6. Every candidate shall conduct himself in strict accordance with the instructions.

He shall not take into the room or have in or on his desk any book, notes, paper or anything from which he may derive assistance. He shall not talk to another candidate; he shall not give or receive assistance of any kind whatever. Should he violate these instructions his examination will be cancelled and he may be debarred from presenting himself at any Departmental examination for two years.

Should the Presiding Officer obtain clear evidence of the violation of these instructions at the time of its occurrence, he shall cause the candidate concerned to leave the room at once; he shall strike his name from the list of candidates, and he shall not permit him to return to the room during the remaining part of the examination. If, however, the evidence be not complete at the time, or be obtained after the close of the examination, the Presiding Officer shall report the case to the Department.

7. A candidate shall not use any paper or examination book other than that provided. He shall write the name of the subject of the examination very distinctly at the top of his book. *He shall not, however, write his name or any distinguishing mark or symbol on his book, nor shall he tear any paper from his book or insert therein any matter not pertinent to the Examination.*

8. Candidates are also reminded that the Presiding Officer is not allowed to make *any explanation* or other statement regarding the probable meaning of any question or to *give any advice* as to what questions should be answered by the candidates or how any question should be answered.

Should an error appear to have been made in any question, *no attention* shall be drawn to it during the time of the examination by either the Presiding Officer or any of the candidates. Candidates may, however, at the end of the examination period submit the matter to the Presiding Officer, who, if he considers it necessary, will report on the matter to the Department at the close of the examination.

9. Every candidate shall write his answers and full solutions on the ruled side of the leaves of his examination book or books (if more than one be needed); he shall use the unruled side in preparing the answers in rough where necessary. He shall fold his examination book (or books) once across, place it in the envelope provided by the Presiding Officer, seal the envelope, write on the outside of the envelope the subject of the examination only, and on the slip provided, his name in full (surname preceding), and then securely fasten the slip to the envelope, as instructed by the Presiding Officer. Each candidate shall hand in all the answer books he has used.

10. In case of the illness of any candidate affecting his examination, he shall request the Presiding Officer to report full particulars to the Department immediately at the close of the examination. This report shall be accompanied by a medical certificate stating precisely the nature of the illness, and its time and duration. Other occurrences interfering with a candidate's examination shall be reported at the same time. Certificates received or circumstances reported after this date will not be considered.